


FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR		
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR SEPTEMBER 9, 2009		

TO Captain John Carr, Fire Department
Mr. Ken Sands, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Mr. Kevin Sullivan, DOT Planning
Mr. John Thumbi, DOT Traffic
Dr. Nollie P. Wood Jr., Mayor's Office
Ms. Miriam Agrama, DHCD Plans Examining
Mr. James Wescott, Finance
Mr. Geoff Veale, Zoning Administrator
Mr. David Tanner, BMZA

DATE: September 9, 2009

In attendance were:

- Eric Tiso, Wolde Ararsa, Gary Letteron, and Kyle Leggs for the Department of Planning;
- Capt John Carr for the Fire Department;
- John Thumbi for the Department of Transportation;
- Ken Sands for the Parking Authority;
- Dr. Nollie Wood, Jr. for the Mayor's Commission on Disabilities; and
- Vivaldi Nguyen for the Department of Public Works.

Agenda

1. 3005 Washington Boulevard – Len the Plumber – New Building and Parking Lot

Plans Update

1. 2106-08, 2120-24, 2222-38 Barclay Street – Barclay-Midway-Old Goucher Redevelopment – Approved

3005 Washington Boulevard – Len the Plumber – New Building and Parking Lot

Zoning: M-2-1

Plans Date: 27 Apr 2009

Block/Lot: 7822/002A

Urban Renewal: Caton-95 URP

Environmental: Forest Conservation

Historic: None

Total Site Area: ±82,213 sqft (±1.887 Acres)

Gross Square Footage: ±10,719 sqft (new building).

In addition to Committee Members and Planning staff, in attendance was:

- Mostafa Izadi, AEC Engineers.

Project Summary:

This is a proposal to build a new headquarters building for Len the Plumber along with a new parking lot. The existing warehouse building will remain, and the existing parking lot will be adjusted and resurfaced.

Comments & Issues:

- Environmental/Landscaping:
 - The area of disturbance for this project will be ±60,653 sqft, and so the project will need to comply with Forest Conservation program requirements.
 - Four Acer Rubrum (October Glory Maple) trees will be added to the grass area behind the new building.
 - The Rhododendrons do not have great survival records in Baltimore, and so should be replaced with Cherry Laurels or equivalent shrubs.
 - The Forest Conservation requirements will be approved by Gary Letteron (410-396-4369) upon receipt and review of the revised landscaping plan.
- Parking:
 - In the parking area by the existing warehouse building, five parking spaces will be provided adjacent to the building, two of which are handicapped van accessible. An additional fourteen double-loaded parking spaces will be provided in the resurfaced parking area. These parking spaces are shown at 10' x 18', which is acceptable.
 - A by-pass lane of 13' was provided at the end of the double-loaded parking rows, which is not sufficient for two-way traffic. This area should either be widened to at least 20' by removing the end two parking spaces, or by adding two parking spaces, which will close the 13' gap, at the applicant's option.
 - For the proposed headquarters building, the existing curb cut will be retained, and a parking lot with 23 parking spaces will be constructed. Two of the parking spaces are handicapped van accessible. These parking spaces are shown at 9' x 20', which is acceptable.

- Sufficient turn-around area is provided on the southwest end of the parking lot for the last parking space on either side of the aisle. On the northwest end, a small bump-out of 2.5' is provided to aide vehicles in backing out of the end parking spaces. While this is a little shallower than than preferred, but considering the short row, and that an existing curb cut is being retained, this is acceptable.
- Accessibility:
 - Two handicapped parking spaces are provided for each building, and each building will have an at-grade entrance immediately near these accessible parking spaces.
- Zoning Analysis/Board of Municipal and Zoning Appeals (BMZA):
 - Business and professional offices are a conditional use in this M-2-1 District. Contractor and construction shops and yards are a permitted use. Depending on how the Zoning Enforcement office categorizes this use, a conditional use approval may be required from the BMZA.
 - If such a hearing is required, coordinate with Martin French in the Department of Planning (410-396-1354).

Next Steps

- Submit two complete sets of revised plans for final approval and stamp, and include one additional copy of the landscaping plan (to be forwarded to Gary Letteron).
- Upon final SPRC approval, revised sheets should be entered into the permit sets. The plan sets can then be released from Planning's queue. Coordinate with Melvin Hicks (410-396-4343).

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**